

1 **Economic Development Commission**
2 **Regular Meeting Minutes**
3 **December 10, 2015**
4 **“Subject to Approval”**
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7 **1. Call to Order**

8 Mark Deming, Chair, called the regular meeting of the Economic Development Commission to order at
9 7:35 a.m. on Thursday, December 10, 2015 in the Main Meeting Room of the Simsbury Town Offices
10 located at 933 Hopmeadow Street, Simsbury, CT. The following members were also present: David
11 Balboni, Kristen Barnett, Carolyn Bligh, James Devivo, Leo George, Chris Meile, Chuck Minor and
12 Allan Raphael. Also in attendance were Thomas Cooke, Director of Administrative Services and other
13 interested parties.
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16 **2. Approval of the minutes**

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18 *Commissioner Meile made a motion to approve the minutes of the Regular Meeting of November*
19 *12, 2015 and the Special Meeting of November 20, 2015. Commissioner Devivo seconded the*
20 *motion. All were in favor and the motion passed.*
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23 **3. Budget discussion: presentations by SMSP, FVVA and Tourism**

24 Simsbury Tourism Committee

25 Ms. Dominique Avery, Simsbury Tourism Committee, noted that they are a volunteer group with a very
26 small budget. Ms. Avery discussed the work the Tourism Committee does for the Town. She noted that
27 the Town and the Chamber of Commerce began running a visitor center, which was partially funded with
28 \$5,000 by the First Selectmen’s office.
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30 Ms. Avery explained that they share a part-time person with the Chamber and they also contribute money
31 to the Chamber’s budget. She noted that their entire budget is approximately \$6,500 and are also asking
32 for some additional office support for mailings. Ms. Avery also noted other items in their budget.
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34 Commission members discussed the budget with Ms. Avery.
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36 Ms. Avery spoke on behalf of SCTV and asked for support from residents during their fund raising drive.
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38 Farmington Valley Visitors Association

39 Ms. Nancy Anstey provided a history of the Farmington Valley Visitors Association and distributed a
40 packet to Commission members. She also highlighted what the FVVA provides in the Farmington Valley
41 as well as events held in Simsbury and the Farmington Valley. Some items were:

- 42 • Guide to the Farmington Valley
- 43 • Simsbury Try-Anthlon

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- 44 • Website with links to local businesses
- 45 • Provide relocation packets to new residents
- 46 • Monthly newsletter
- 47 • Historic Barns, One Room Schoolhouse and Historic Tavern Tours

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49 Ms. Anstey requested the continued support of \$4,000 to continue their work in the Farmington Valley.

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51 Simsbury Main Street Partnership

52 Ms. Sarah Nielson, Simsbury Main Street Partnership thanked the Commission members and the Town
53 for their support for the past 30 years. She provided a history and introduced the Board of Directors of
54 SMSP. Ms. Nielson presented a slide show which included the following slides:

- 55 • 2015 – 2016 Budget Summary of \$163,955
- 56 • Return on Investment (ROI)
- 57 • Work Plans 2015 – 2016

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59 Ms. Nielson reviewed numerous events that are held in Town, which included the 2nd annual Shop
60 Simsbury event which resulted in \$20,000 in gift certificates over a two day period. She also discussed
61 Grants they are applying for which includes a parking study.

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63 Ms. Nielson noted that the SMSP request for funding is staying at \$50,000.

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65 Commission members asked questions on the presentation which included:

- 66 • The parking study (approved for \$16,500)
- 67 • Provide a line item income and expense statement
- 68 • Overlap with Chamber, FVVA and SMSP – discount to join all three
- 69 • Special Event Fundraising
- 70 • Projects/Grants
- 71 • Membership contributions
- 72 • Include the SMSP in a Hub for non-profits
- 73 • SMSP website

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76 **4. Economic Development Task Force: funding the infrastructure fund; funding an economic**
77 **development coordinator/facilitator position**

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79 Commissioner Barnett noted that these two issues were to go to the First Selectman’s office. She stated
80 that the EDC voted on these recommendations and the Board accepted them. The EDC now needs to
81 make recommendations on how these positions are going to be financially supported going into the
82 budget cycle.

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84 Commissioner George questioned if the EDC line items are going to be in the EDC budget or in the First
85 Selectman’s office for the next year. Commission members discussed the funding for various EDC items.

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Commission members discussed adding a request in the EDC budget for website support for \$7,500 for writing and website maintenance for a year.

Commissioner Deming asked if the position of a new coordinator/facilitator would be the point person for the EDC. Mr. Cooke explained how this would work going forward. Commissioner George voiced his approval of the First Selectman’s office being more involved with the EDC.

5. Website update: beginning the migration to the new website

Nothing was discussed at this meeting.

6. Annual report: discussion of content for fiscal year July 1, 2014 – June 30, 2015

Nothing was discussed at this meeting.

7. Old/New Business

Commissioner Deming noted that they have an annual report due for the last fiscal year as well as the website EDTF recommendations supporting local agencies. He also noted the following items:

- Simsbury Meadows
- Tax abatement infrastructure
- Photo contest

Commissioner Deming noted that for the next meeting in January, he will have the budget recommendations. He currently has the following:

- \$7,500 for website
- \$6,445 tourism
- \$4,000 Farmington Valley
- \$50,000 Simsbury Mainstreet

8. Adjournment

Commissioner Balboni made a motion for approval for adjournment at 9:02 a.m. Commissioner Meile seconded the motion. All were in favor and the motion passed.